

**New Castle Town Council Regular Meeting
Tuesday, March 5, 2024, 7:00 PM**

Call to Order

Mayor Art Riddile called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

Present	Councilor Carey
	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile

Absent	Councilor Mariscal
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Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Mindy Andis, Town Treasurer Viktoriya Ehlers, Assistant Town Attorney Haley Carmer, and members of the public.

MOTION: Mayor A. Riddile made a motion to approve Councilor Mariscal absence. Councilor Copeland seconded the motion and it passed unanimously.

Meeting Notice

Clerk Andis verified that her office gave notice of the meeting in accordance with resolution TC 2024-1.

Conflicts of Interest

Councilor G. Riddile and Councilor Carey stated they would be recusing themselves from items K & L. The discussion regarding the sale of the 6th Street lot.

Agenda Changes

There were no agenda changes

Citizen Comments on Items not on the Agenda

Ms. Bronwyn Rittner, New Castle resident voiced her concerns about the traffic on Main Street and 7th Street, 7th Street to Castle Valley Ranch, and Main Street at 7th Street to C Ave, including all the alley in between. She asked the council to consider those streets to be part of the conversation regarding traffic calming devices. There is a lot more traffic on Main Street and 7th Street and is becoming dangerous for pedestrians and child during the morning hours before school and afternoon hours after school.

Consultant Reports

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1 Consultant Attorney –present for agenda items only.
2 Consultant Engineer – not present
3

4 **Items for Consideration** 5

6 **Update: Capital Committee Report**

7 Administrator Reynolds said on Thursday February 1st Councilor Copeland and Councilor
8 G. Riddile met with staff members Town Treasurer Viktoriya Ehlers, Public Works Director
9 John Wenzel, Police Chief Chuck Burrows, Town Planner Paul Smith, Town Clerk Mindy
10 Andis, Administrative Assistant Rochelle Firth, and Town Administrator Dave Reynolds to
11 discuss this year's updates to the Capital Improvement Plan.

12 During this meeting, the team reviewed the following:

- 13 ✓ Review of completed 2023 projects
- 14 ✓ Status of the targeted projects which were not completed in 2023
- 15 ✓ Total funding available for 2024 projects
- 16 ✓ New projects to be added to our tiered capital projects list
- 17 ✓ Review of projects which can be completed using 2024 budgeted funds
- 18 ✓ Proposed grant strategies for projects which may be partially funded through FMLD
19 grants
- 20 ✓ Review of the workload and staffing needs to complete existing projects as well as
21 2024 proposed projects

22 Based on our Feb. 1st discussions the Committee feels that we have achievable goals for
23 2024 projects, a sensible grant strategy for 2024, and a well-conceived updated *Tiered*
24 *Project List* for the near and more distant future.

25 Administrator Reynolds reviewed the report with the council (**Exhibit A**).

26 Treasurer Ehlers said reviewed the budget for this year with council. She said the general
27 fund currently unassigned fund balance for emergency reserve is at \$2.49 million which
28 equals about 6 months. There is a remaining balance of \$498k in the general fund for
29 future capital projects.

30 Councilor G. Riddile reviewed the utility fund balance and outlook from 2024-2029.

31 Administrator Reynolds said he has been speaking with DOLA regarding possible grant
32 funding. He also met with USDA for low interest loan for either the office project or the
33 southside intercept.

34 Councilor G. Riddile asked about Colorado River Little League was asking for \$3,500. Also,
35 Coal Ridge High School has asked for \$1,000. Administrator Reynolds said there is a
36 group of people who are rebuilding the town's baseball fields at Elk Creek Elementary
37 School. They started the work last year and have approached town to work on the other
38 two fields. The cost of the work is about \$7,000. The group has asked the town to split
39 the cost with them. Staff feels this is a great opportunity to the field professionally done.
40 Administrator Reynolds said Coal Ridge High School has approached the town to be a
41 sponsorship for \$1,000 towards the facility. The school is building a new restroom facility
42 out near their sports field. For being a sponsor would put the name or logo stamped into

1 the concrete.

2
3 **Executive Session (1) for the purpose of determining positions relative to**
4 **matters that may be subject to negotiations, developing strategy for**
5 **negotiations, and/or instructing negotiators under C.R.S Section 24-6-402(4)(e)**
6 **concerning the 6th Street Lot**

7
8 **Motion: Councilor Leland made a Motion at 9:31p.m. to go into Executive Session**
9 **for a conference with the Town Attorney for the purpose of receiving legal advice**
10 **on specific legal questions under C.R.S. 24-6-402(4)(b) for the purpose of**
11 **determining positions relative to matters that may be subject to negotiations**
12 **concerning the 6th Street Lot. Mayor A. Riddile seconded the motion and it**
13 **passed unanimously.**

14 **Executive Session for a conference with the Town Attorney for the**
15 **purpose of receiving legal advice on specific legal questions under CRS**
16 **Section 24-6-402(4)(b) regarding pending litigation against Castle**
17 **Valley Ranch Investors**

18 **Motion: Councilor Leland made a Motion at 9:31p.m. to go into**
19 **Executive Session for a conference with the Town Attorney for the**
20 **purpose of receiving legal advice on specific legal questions under**
21 **C.R.S. 24-6-402(4)(b) for the purpose of determining positions relative**
22 **to matters that may be subject to negotiations concerning the 6th**
23 **Street Lot. Mayor A. Riddile seconded the motion and it passed**
24 **unanimously.**

25 Councilor G. Riddile and Councilor Carey returned at 9:44p.m.

26 Executive session concluded.

27
28 At the end of the executive session, Mayor Art Riddile made the following statement:

29
30 "The time is now 10:23p.m. and the executive session has been concluded. The
31 participants in the executive sessions were: Councilor Mariscal, Councilor Carey, Councilor
32 Hazelton; Councilors Copeland, G Riddile, Councilor Leland, Town Administrator Reynolds,
33 Town Clerk Andis, Assistant Town Attorney Haley, Town Attorney David McConaughy and
34 Town Treasurer Ehlers. For the record, if any person who participated in the executive
35 session believes that any substantial discussion of any matters not included in the motion
36 to go into the executive session occurred during the executive session, or that any
37 improper action occurred during the executive session in violation of the Open Meetings
38 Law, I would ask that you state your concerns for the record."

39
40 No concerns were stated.

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2 **Consent Agenda**

3 February Bills \$1,158,965.06

4 Kum & Go Report of Changes – Change of Manager

5 **MOTION: Councilor G. Riddile made a motion to approve the consent agenda.**

6 **Councilor Carey seconded the motion and it passed unanimously.**
7

8 **Staff Reports**

9 **Town Administrator** – Administrator Reynolds wished Councilor Carey Happy Birthday.
10 He said on Monday, March 11, 2024, The Colorado River Valley Chamber of Commerce will
11 be holding an event at Grand River Hospital. The town has not been invited before, but
12 they do have the town on the agenda as the first speaker. Town staff is putting together a
13 presentation for the event. Administrator Reynolds said Colorado River Valley Economic
14 Development Partnership which the managers of the valley working along with AGNC,
15 CMC, Libraries and many more organizations. There will be a three-day workshop starting
16 tomorrow through Friday. He said the immigration issue conversation has gone in two
17 separate directions. There is a group who wants to form a regional immigration coalition
18 and have the town join the group. The group would tell the towns what can be done if
19 there is an influx of immigrants. The opposing side is towns and counties are now signing
20 resolutions declaring the town or county is a non-sanctuary town or county. Garfield
21 County signed a resolution stating they are a non-sanctuary county. Administrator
22 Reynolds said April 17 & 18, 2024, is the Garfield County Energy Symposium which will be
23 held in New Castle at New Hope Church. He said the town does have one ticket for the
24 event. Administrator Reynolds reminded the council about the CML Conference in June. He
25 reviewed the council agenda for the next meeting. He said that will be full and there will
26 be a work session at 6pm. The work session is to interview two candidates for the
27 municipal judge position. The land use application for TC Midwest is on the agenda for the
28 next meeting. The expectation is there will be a lot of community members coming for the
29 land use application. Councilor G. Riddile suggested calling for a special meeting since the
30 agenda is large and with the land use application it's a lot for one night. The council
31 decided to have the mayor call a special meeting for the following week if TC Midwest will
32 be ready for council on March 19, 2024.

33 **Town Clerk** – Clerk Andis said she has hired someone to fill the open position in her
34 office. Her Professional Assistant started yesterday. Therefore, her office is busy doing
35 training. The public works department put a window in the wall between her office and the
36 front office. She said having the window helps her to be connected to the rest of the office
37 and with her staff.

38 **Town Treasurer** – Treasurer Ehlers said she has also hired an Assistant Treasurer. She is
39 also busy training the new person. She said she has finished the financials for 2023.

40 **Town Planner** – not present

41 **Public Works Director** – not present
42

43 **Commission Reports**

44 **Planning & Zoning Commission** – has not met

45 **Historic Preservation Commission** - has not met

46 **Climate and Environment Commission** – Commissioner Leland said the commission is

1 planning Earth Day. CEC will be buying a couple hundred water bottles with the CEC logo
2 on them and will be passing them out on Earth Day. He had suggested getting rid of the
3 plastic bottled water for council.

4 **Senior Program** - has not met

5 **RFTA** – Mayor A. Riddile said there is a special meeting on Thursday, March 7, 2024,
6 regarding union issues.

7 **AGNC** – Councilor Hazelton said there was discussion regarding the many bills that are
8 being presented in the senate and the house.

9 **GCE** - Commissioner Leland shared the annual report for 2023 (**Exhibit B**)

10 **EAB** - has not met

11 **Detox** - has not met

12 **Council Comments**

13 Councilor Hazelton asked to have a joint meeting with P&Z Commission
14 regarding the protocol for land use applications and how the council and
15 commission conduct ourselves.

16 Councilor Leland said there needs to be some discussion regarding the green
17 bridge at the west end of town. The town needs to do something about the
18 green bridge once the new bridge goes in. Administrator Reynolds said the
19 town staff has pursued a couple of ideas. One idea was using the bridge from
20 the wastewater plant to the public works facility. Another idea was to use the
21 side panels to create the new pedestrian bridge. The clerk's office looked into
22 seeing if the bridge could be designated as historic. Unfortunately, once the
23 bridge is cut up it would not qualify.

24 **Items for Future Council Agenda**

25
26 **MOTION: Mayor A. Riddile made a motion to adjourn. Councilor Carey seconded**
27 **the motion and it passed unanimously.**

28
29 The meeting adjourned at 9:02p.m.

30
31 Respectfully submitted,
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35

36 _____
37 Mayor Art Riddile
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39
40

41 _____
42 Town Clerk Mindy Andis, CMC